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Approved For Release 2000/08/15 : CIA-RDP80-00832A000200100012-1

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Suggestion No. 2128

A. Summary of the Suggestion:

Each month the Official Cover & Liaison Section of Central Cover Branch, FI, issues a machine listing of all individuals who are under various official cover arrangements overseas or who are awaiting such cover. In addition, OCL issues a listing of individuals who are under official cover arrangements in the United States. These voluminous machine listings are Top Secret and must be registered in [REDACTED] as they represent a total picture of the Agency's international clandestine operations. According to existing [REDACTED], the Top Secret number must be entered on each page of the document. This means that an approximate total of 900 pages must be hand stamped with the Top Secret number each month. It is my suggestion that these machine runs be numbered on the IBM machine at the same time the other data is entered. The Top Secret number can be obtained from [REDACTED] office and given to the Machine Records Unit at the time the data is submitted to Machine Records Unit for compilation of the monthly reports. The approximate amount of time saved is 5 hours per month or a monetary saving of approximately \$11.00 to \$17.00 per month, depending on whether or not this numbering is done on overtime.

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"Another idea of mine which has already been adopted is to have the pages numbered on the IBM machine. This serves a two-fold purpose; (1) to avoid the laborious task of counting the pages by hand; and (2) to serve as identification in the event that a page becomes detached from the body of the document."

B. Evaluation of Concerned Office:

The Chief, Official Cover & Liaison, CCB stated:

"This suggestion is so logical and clearly presented that in my judgment it needs no further explanation. It represents a valuable increase in efficiency and I presume the estimated monetary saving of \$11.00 to \$17.00 per month is accurate.

"I recommend the immediate adoption of the suggestion and unless instructed to the contrary will ask that it be undertaken with the machine record runs prepared during the first week of January 1956."

C. Recommendation of the Executive Secretary:

An award of \$15 based on tangible savings of \$17 per month.

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Suggestion No. 119

A. Summary of the Suggestion:

Utilization of Machine Methods to effect the dissemination of intelligence. The suggester proposes that it is possible to collate prepunched requirement cards, and to interpret the dissemination and document information into the other IBM cards thereby effecting the dissemination by mechanical means.

B. Evaluation of Concerned Office:

The Office of Central Reference stated:

"Automatic dissemination has been a subject of continuing interest in the intelligence community. Considerable study went into the idea prior to its submission as an employee suggestion. Since then, but not as a result of the suggestion, other intelligence agencies have pursued the idea. Most recently, the Air Force investigated the desirability of letting an external contract for research and development re a mechanical disseminator. Although OCR is interested in the concept, we also recognize how impractical it would be to try and apply existing machines to present day dissemination procedures.

"Based on the research and study which is taking place in the intelligence community independent of this particular employee suggestion, we believe that Suggestion 119 should be disapproved for adoption. The suggester should, however, be complimented for his imagination and interest."

C. Recommendation of the Executive Secretary:

Disapproval

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